



DEPARTMENT OF THE NAVY  
NAVAL AIR SYSTEMS COMMAND  
NAVAL AIR SYSTEMS COMMAND HEADQUARTERS  
WASHINGTON, DC 20361 -0001

IN REPLY REFER TO

NAVAIRINST 5200.14C  
AIR-1004  
16 Feb 90

NAVAIR INSTRUCTION 5200.14C

From: Commander, Naval Air Systems Command

Subj: PREPARATION OF PROGRAM PLANNING DOCUMENTS

Ref: (a) NAVAIRINST 5200.1C of 2 Jul 86, Responsibility for Base Loading Planning Data (NOTAL)  
(b) NAVAIRINST 13100.11 of 25 Mar 85, Preparation of Weapon System Planning Documents

Encl: (1) Guidance for Preparation of the Program Planning Document (PPD)

1. Purpose. To establish policy and responsibilities for the preparation and distribution of the Program Planning Document (PPD) and its use within the Naval Air Systems Command (NAVAIR).

2. Cancellation. This instruction supersedes NAVAIR Instruction 5200.14B of 19 December 1980. Since this is a major revision, changes are not indicated.

3. Background. Reference (a) assigned the Director, Plans and Resources Division (AIR-100), responsibility for the preparation and dissemination of planning data within NAVAIR. Reference (b) established the Weapon System Planning Document (WSPD) to provide planning data for aircraft, airborne missiles, targets, and airborne ordnance throughout NAVAIR and other government agencies as required. The PPD is intended to be similar in scope and content to the WSPD but may differ in format depending upon the peculiar requirements of the program concerned. It is developed for systems and equipments of a high dollar value that are integral to, or used in support of a major weapon system. The systems and equipments covered by this program are determined by Naval Air Systems Command Headquarters (NAVAIRHQ) (AIR-100).

4. Policy

a. The PPD is a basic policy and planning document, published by NAVAIRHQ, and produced to give direction and guidance necessary for the acquisition and operational support of naval air systems and equipments. As such, these documents are used by NAVAIRHQ, Aviation Supply Office, Ships Parts Control Center, NAVAIR field activities, and fleet commands for facilities planning, support planning, budgeting, and for other actions related to procurement, distribution, provisioning, replenishment, and maintenance of the system or equipment. To ensure consistency, it is essential that the cognizant groups and offices involved in these actions use the common base provided by the PPD's. The PPD will include: (1) quantitative planning data concerned with procurements, delivery schedules, installation schedules, inventories, and planning factors; (2) policy statements concerned with material support, training, and maintenance; and (3) other related planning data, as appropriate.



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b. Since the PPD provides guidance concerning large expenditures of financial resources, its accuracy and timeliness is of considerable importance. PPD's are revised to reflect significant changes that occur in a program. Addressees must help ensure that the PPD presents a viable, useful plan by reviewing the planning data for accuracy and apprising NAVAIRHQ (AIR-100) of recommended revisions.

c. The initial PPD for any given system will normally be issued at or near Milestone II, in the system's development program. This is usually the stage in development at which production and delivery schedules are first formulated and when logistic support, training policies, and other planning factors incorporated in the PPD are being developed.

d. Each PPD represents the Chief of Naval Operations, Commander, Naval Air Systems Command, and Commandant of the Marine Corps approved plan for a given system or equipment. Before issuance, the PPD is submitted to the cognizant Office of the Chief of Naval Operations, Headquarters, Marine Corps, and NAVAIR activities for concurrence.

#### 5. Responsibilities (NAVAIRHQ)

a. Deputy Commander for Acquisition and Operations (AIR-01) will approve, sign, and publish PPD's on a timely basis to provide coordinated planning data for selected systems and equipments.

b. AIR-100 will

(1) prepare PPD's following the general outline provided in enclosure (1) (format may vary to meet the needs of the system or equipment concerned);

(2) develop and interpret policies, procedures, and contents for the PPD's;

(3) serve as central coordination point for data used in PPD preparation;

(4) determine applicable planning factors and applicable weapon system force levels, inventory or availability schedules, and base loading plans for inclusion in PPD's; and

(5) issue, at least semiannually, a list of all current PPD's and their date of issue.

c. Program Managers and Acquisition Managers will

(1) advise the cognizant AIR-100 planner of program developments that affect the validity or currency of their PPD;

(2) review the content of their PPD's prior to publication for compatibility with program objectives, and advise NAVAIRHQ (AIR-100) of any inconsistencies with program goals;

(3) provide planned production schedules consistent with the planned procurement of the applicable system or equipment; and

(4) provide necessary data regarding training plans developed by the Aviation Training System Manager in the Aviation Training Systems Program Office (PMA205).

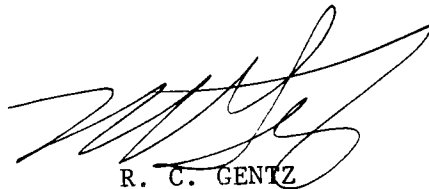
d. Assistant Commander for Fleet Support and Field Activity Management (AIR-04) will provide necessary data as applicable concerning maintenance support levels, material support policy, special support equipment, integrated logistics support, planning publications, facilities, mobile facility plans, and equipment shelf life factors.

e. Assistant Commander for Systems and Engineering (AIR-05) will

(1) advise the cognizant NAVAIRHQ (AIR-100) planner of any design changes to ensure the PPD reflects accurate descriptive data and characteristics; and

(2) develop data required for the test program, if applicable.

f. Test and Evaluation Division (AIR-120) will provide, if needed, detailed program test and evaluation schedules as contained in the Test and Evaluation Master Plans.



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GUIDANCE FOR PREPARATION OF THE PROGRAM PLANNING DOCUMENT (PPD)

1. Format

a. Identification. The PPD will be identified on all pages by system name, security classification (normally to be no higher than Confidential), and date of preparation.

b. Content. The PPD will contain all or part of the following data, as appropriate:

(1) Cover Sheet (include appropriate security classification and declassification information, if necessary).

(2) Table of Contents.

(3) Points of Contact.

(4) List of Abbreviations (if necessary).

(5) General Description (include Approval for Production Status).

(6) Illustration(s).

(7) Procurement and Delivery Schedules.

(8) Base Loading Data (if available).

(9) Planning Factors.

(10) Logistics Support.

c. Forms. Since there are no specific forms designed to be used in the PPD, Weapon System Planning Document (WSPD) forms will be used, when appropriate. The WSPD forms that may be used in the PPD are described in detail in enclosure (2) of reference (b) (NAVAIR Instruction 13100.11 of 25 March 1985).

2. PPD Preparation

a. Program Description. A short narrative discussion of the program description, characteristics, and intended operational use.

b. Procurement and Delivery Schedules. If appropriate, indicate by fiscal year the number of units of the system to be procured. If available, indicate the planned delivery of units per month for each year's procurement.

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c. Base Loading. If applicable, indicate those squadrons, ships, and/or shore activities that will use the system, and when they will receive the initial unit. Also, if applicable, indicate the aircraft models by total inventory, the number of squadrons, and the location of squadrons which will utilize the system.

d. Planning Factors and Logistics Support. Indicate planning factors applicable to the operation, support, and maintenance of the program. State the plan for maintaining and repairing the equipment. For example, discuss the level of maintenance that will be performed by squadrons, ships, and/or field activities. Include, if applicable, any maintenance to be performed by commercial activities. Reference the Operational Logistics Support Plan, or describe any unusual aspects of Integrated Logistics Support applicable to the program.